

State of California ≈ Department of Justice
OFFICE of the ATTORNEY GENERAL
KAMALA D. HARRIS



Position Announcement

Executive Office Internship

About the Office

California Attorney General Kamala D. Harris is California's top law enforcement officer and heads the California Department of Justice, which employs over 5,000 people. The Attorney General represents the people of California in civil and criminal matters before trial courts, appellate courts and the supreme courts of California and the United States.

About the Position

Executive Office interns will work in a variety of supportive roles for members of the Attorney General's senior staff on a wide array of projects. Tasks will include administrative support, writing/research assignments, and constituency communication. The position will be based out of the Attorney General's San Francisco office, located at 455 Golden Gate Ave, San Francisco 94102. This position is unpaid, and interns will be responsible for their own transportation and will need to dedicate at minimum 20 hours a week during the school year.

Desirable Qualifications

An intern will have strong written and verbal skills, and prior experience, or a strong interest, in law, politics, and/or public policy. It is essential that an intern be prepared to work in a fast-paced environment, independently or with a team. An intern should be reliable and be attentive to detail. This administrative internship in a state executive office would be ideal for an undergraduate student planning to undertake graduate studies in law or public policy.

Apply Now

To apply, please submit a cover letter, resume, and a writing sample of no more than 15 pages to Robert Sumner at Robert.Sumner@doj.ca.gov. Please include preferred start date, work schedule, and preferred end date.